

# **APPROVED**

## **Downtown Providence District Management Authority**

### **Board of Directors Meeting Minutes**

**September 20, 2012**

#### **1. Roll Call**

**Chairman Richard Lappin called the meeting to order at 8:30 a.m.**

**Directors present: Umberto Crenca, Wendy Doyle-Spatcher, Robert Gagliardi, Evan Granoff, Susan LaPidus, Richard Lappin, and John Macliver.**

**Ex Officio Members present: Lisa Paratore.**

**Others present: Joelle Kanter, The Providence Foundation Program Manager; Frank LaTorre, DID Director of Public Space; Frank Zammarelli, Block By Block Operations Manager, Alison Izzi, DID Accounting Manager and Cliff Wood, Executive Director of Downtown Providence Parks Conservancy.**

#### **2. Approval of the minutes for the July 19, 2012 meeting**

**Director Richard Lappin motioned to approve the minutes from the July 19, 2012 Board meeting. Director Robert Gagliardi seconded the motion, and a roll call vote was held as follows:**

**Director Crenca Yes**

**Director DiBattista Abstained-Absent**

**Director Doyle-Spatcher Yes**

**Director Gagliardi Yes**

**Director Granoff Yes**

**Director LaPidus Yes**

**Director Lappin Yes**

**Director MacIver Yes**

**Director Placco Abstained-Absent**

**Therefore the motion passed.**

### **3. Financial Report**

#### **Monthly Financial Reports**

**Alison Izzi presented the financial reports for August 2012. Equity includes \$361,001 allocated/reserved and \$137,286 unallocated. Cumulatively, over 85% of assessments have been collected. The**

**audit of Fiscal Year 2012 has been completed and will be presented by the audit firm of LGC&D at the October Board Meeting.**

**Director Robert Gagliardi motioned to accept the August 2012 financials as presented, Director Wendy Doyle-Spatcher seconded the motion, and a roll call vote was held as follows:**

**Director Crenca Yes**

**Director DiBattista Abstained-Absent**

**Director Doyle-Spatcher Yes**

**Director Gagliardi Yes**

**Director Granoff Yes**

**Director LaPidus Yes**

**Director Lappin Yes**

**Director Macliver Yes**

**Director Placco Abstained- Absent**

**Therefore the motion passed.**

#### **4. Report from the Director of Public Space**

**Frank LaTorre reported on the status of the Gateway Project, discussed the vision for adding WOW to various Gateway entrances, and discussed the design plans developed with Gates Leighton and Associates, the landscape architects, which focus on 7 keys areas.**

**Susan LaPidus recommended repairing the streets in the entertainment area, in and around LaSalle Square.**

**Bob Gagliardi commented on the Knowledge District and the 195 Gateway entrance and how unsightly it is with 6' tall scrub brush as well as the state of the 95 Service Road planters, which are not properly maintained. Frank stated that those were being addressed with RIDOT as part of the Gateway Project.**

**Frank LaTorre reported on the ADA sidewalk project in the Financial District. The DID has been heavily lobbying to get the RIDOT and City to advance this project. Plans are nearing completion from Bryant Associates for RIDOT. The City has signed on to the traffic circulator program becoming part of RIDOT's ADA Project. This is an economic development issue and the DID will be calling regular meetings with area property owners and businesses.**

Even Granoff suggested replacing the street lights on Weybosset Street with decorative lighting to create a visual flow and border down Weybosset Street into the Financial District. The infrastructure is already in place. It was pointed out that this was strongly recommended to the City Planning Department and we will follow up.

Frank LaTorre reported that he is working with David Del Rios, inventorying all the street and sidewalk repairs that have been done since the DID's inception and determining the repairs that still need to be done. A comprehensive street map is being generated and regular meetings are being held with DPW. There is currently a \$40 million bond with VHB which will cover 85% of the inventoried street work and some parts of the 195 project. Frank also reported lobbying Bill Bombard to get a fund set up for small jobs, so they are able to get done quickly by the City, (ex. fixing bricks), the amount to be around \$100,000.

Frank LaTorre reported on the HRP, Hospitality Resource Partnership. He reported on the revocation of Monet and Level II's licenses and the related zoning ordinance changes governing obtaining a nightclub license. Councilman Seth Yurdin continues to push for more positive changes regarding these ordinances and wants Providence to mirror Boston's ordinance. Richard Lappin asked what the economic impact was of the new "non-under 21" ordinance that Boston adopted. Frank Zammarelli commented, "no negative impact."

**Bert Crenca reported on his experience with the police detail for the Foo Fest 2012. He was very pleased that the Chief came down and wished him luck. The police made recommendations and Bert had some very productive conversations with him on how to improve security at the event in the future. Bert suggested pre-planning meetings with the police detail before all City events.**

**Frank LaTorre is working with Bill Bombard and Councilor Principe regarding the problems with Worcester Alley and all alleys in the District. DPW has admitted that there is an issue with not inspecting the dumpsters on a regular basis. They have acknowledged that the system needs revamping and they have committed to quarterly meetings to stay on top of the issue.**

**Frank LaTorre reported on the Downtown Security Network. Reporting that several illegal spas have been closed including Capital Spa. Also, Richmond News has been closed and police are now focusing on 385 Westminster Street, which is a hotbed for illegal activity. Frank Zammarelli commented that the City needs more uniform visibility and lack of foot patrol is a problem. He believes we are currently short approximately 70 officers for a city the size of Providence. Frank LaTorre said the City has committed to new foot patrol Downtown and will continue with the bike patrol.**

## **5. Marketing Report**

**Joelle Kanter reported continuing her work on the DID E Newsletter. Changes have been made to the parking website, the search function and the news banner to make it more user-friendly. Joelle also reported that she and Dan Baudouin will be interviewing (2) firms on October 11, 2012, who will be doing market branding and she will have more details at the October Board Meeting. The Real Estate Broker Meeting that took place on August 16, 2012, went well, with 30 people in attendance. The notes from the meeting are available upon request. Joelle continues to focus on fundraising for the Wayfinding Project. Installation is planned for the summer 2013.**

## **6. Report from Block-By-Block**

**Frank Zammarelli reported that the hanging baskets and planters are past their peak but that the ground gardens still look good. He reported on the sprinkler system at Capriccio's, which has 70 heads, and puts out 900 gallons of water in 45 minutes. He recommends this system for the other large scale gardens. Posters have been installed on the (2) informational kiosks. 25 new trash cans have been ordered and received. 15 are for the DID and 10 are for the City. Graffiti has been low recently. There has been more trash with students back in town. The DID seasonal help is gone and (2) full time ambassadors have left and will be replaced soon**

## **7. Report from Downtown Providence Parks Conservancy**

**Cliff Wood, Executive Director of Downtown Providence Parks Conservancy, reported that the Kennedy Plaza/Burnside Park 2012 Programming Season is finished and the vision for the Park is still evolving. In order to ensure future success there needs to be a public/private partnership to successfully reclaim the space through use and repurpose. There needs to be a political and tactical POV program developed to expand into the private sector to make the Parks Conservancy a sustaining organization.**

## **8. Adjournment**

**The meeting was adjourned at 9:50 a.m.**

**Respectfully submitted,**

**Alison Izzì**

**Accounting Manager**

**Downtown Improvement District**